

**COUNTY OF SAN DIEGO
VOLUNTEER REPORT FORM
PERIOD JULY 1, 1997 - JUNE 30, 1998**

1. DEPARTMENT/COURT INFORMATION:

Department/Court: Public Works

Division/Unit: _____

2. VOLUNTEER PROGRAM BENEFITS:

- a. GENERAL VOLUNTEER (this section should include community volunteer, student intern, groups, corporations, etc.)

No. Vol.	360	Hours	37,992	x	\$ 13.74	=	\$ 522,010
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Types of work performed by GENERAL VOLUNTEERS in this category: _____

Adopt-A-Road, Rain Gauge Readers, Airport Events, Computer Services,
Advisory Boards

- b. INSTITUTIONAL VOLUNTEER (this section should include court referrals, honor camp inmates, PIC/RETC, GAIN, etc.)

No. Vol.	11,542	Hours	89,469	x	\$ 13.74	=	\$ 1,229,304
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Types of work performed by INSTITUTIONAL VOLUNTEERS in this category: _____

cleaning flood channels, litter pickup, landscape maintenance

- c. SPECIALIZED VOLUNTEERS (this section should include utilization of Special Volunteers in positions requiring specific skills and/or expertise levels, for example, an attorney, physician, sports figure or celebrity. These specialized positions have verifiable compensation levels (VCL). If you have such a volunteer, please indicate the position, hours and compensation level below.

Position	Hours	x	VCL	=	Dollar Benefit
<u>Fire Chief</u>	<u>780</u>	x	<u>25.44</u>	=	<u>\$ 19,984</u>
_____	_____	x	_____	=	\$ _____
_____	_____	x	_____	=	\$ _____
_____	_____	x	_____	=	\$ _____
_____	_____	x	_____	=	\$ _____

No. Vol.	6	Total Hours	780	Total Value	\$ 19,984
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Types of work performed by SPECIALIZED VOLUNTEERS in this category: _____

Coordinating rural fire district volunteers

d. TOTALS OF DEPARTMENT VOLUNTEERS (from above):

<u>No. of Volunteers</u>	<u>Hours</u>	<u>Dollar Benefit</u>
2a: <u>360</u>	<u>37,992</u>	<u>\$522,010</u>
2b: <u>11,542</u>	<u>89,469</u>	<u>\$1,229,304</u>
2c: <u>6</u>	<u>780</u>	<u>\$19,984</u>

TOTALS: <u>11,908</u>	<u>128,241</u>	<u>\$1,771,298</u>
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3. DONATIONS TO VOLUNTEER PROGRAM:

Please list all donations to the department's Volunteer Program including monetary donations and tangible/intangible items. Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

<u>Item Donated</u>	<u>Value</u>	<u>Item Donated</u>	<u>Value</u>
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____

TOTAL VALUE \$

4. VOLUNTEER PROGRAM COSTS:

- a. Cost of Direct Supervision of Volunteers (total hours of direct supervision times hourly rate of staff person(s) directly supervising program volunteers.

Hours _____ x Rate various

\$108,328

- b. Cost of Program Coordination (total hours of program coordination times hourly rate of coordinator(s). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placements and recognition, etc.

Hours 100 x Rate 21.27 =

\$ 2,127.00

- c. Other program costs (volunteer Training materials/supplies, recognition costs, etc.):

 Item

 Cost

TOTAL OF OTHER PROGRAM COSTS =

\$ 0

- d. TOTAL OF VOLUNTEER PROGRAM COST -
(add 4a, 4b, and 4c)

\$ 110,455

5. NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:

a. Total Dollar Benefits of Volunteers, Item 2d (Page 2) \$ 1,771,298

b. Total of Donations to Volunteer Program, Item 3 (Page 2) \$ 0

ADD a + b \$

c. Subtract Total of Volunteer Program Costs, Item 4d (Page 3) (\$ 110,455)

TOTAL PROGRAM BENEFIT \$ 1,660,843

6. **RECRUITING:**

Please describe your recruiting programs: Position Description Listed with
United Way.

7. **SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:**

Please describe any special activities and/or achievements your program was involved in during the period of this report:

Richard Benale selected as DPW 1998 Volunteer of The Year at Board
ceremony April 28, 1998, and article about him in DPW Update Newsletter.

8. **VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 1998-99:**

Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals:

Continue to train volunteer supervisors on risk issues associated
with volunteers.

9. **GENERAL INFORMATION:**

Name of Person Completing Report: Nielaine Archibald

Phone Number: 495-5734 Mail Stop 0304 E-Mail NARCHIPW

Volunteer Coordinator: same

Phone Number: _____ Mail Stop _____ E-Mail _____

10. **DEPARTMENT CERTIFICATION:**

Stephen Whelan
DEPARTMENT HEAD SIGNATURE

Sept. 4, 1998
DATE